

**ValleyCare Olive View-UCLA Medical Center**  
**Position Opportunity**  
**Supervising Staff Nurse I**

**Operating Room, Same Day Surgery Unit, Post Anesthesia Care unit  
and Central Services**

**Seeking a qualified Registered Nurse to supervise PM shift (1500-2330) nursing staff that provides comprehensive patient-centered care to the surgical patient in the Operating room, Same Day Surgery, Post Anesthesia Unit and Central Service. This position will report directly to the Nurse Manager.**

**Primary Job Duties:**

- Supervise PM shift staff and departmental shift operations and coordinate patient flow throughout the perioperative suite and Central Service
- Make daily assignments based on patient care needs and employee competencies
- Update daily staffing schedule and projects staffing needs
- Interpret, communicate and enforce hospital and nursing policies and standards of practice
- Formally evaluate employee performance
- Conduct patient care rounds and audits
- Communicate daily with nurse manager
- Act as unit resource
- Perform direct patient care when necessary

**Qualifications**

- Minimum of 2 years recent Operating Room experience
- Ability to take Call on weekends
- Able to report to Olive View Medical Center within thirty (30) minutes from the time of initial call or beeper page
- ACLS/ PALS and BCLS Certifications

**Desirable Skills:**

- Strong clinical/assessment background
- Ability to manage multiple assignments simultaneously
- Strong verbal and written communication skills
- Self-motivated, good team player, with good critical thinking skills
- Strong organizational skills, ability to prioritize and ability to work within Microsoft Office
- Ability to work with various levels of staff to coordinate patient care

**Applicant must currently be on the Certified List for this position**

Interested applicants should submit their resumes, their last two performance evaluations, and time record for the last two years to:

**Nurse Recruitment Office**  
**Nursing Administration Room 2C206**  
**14445 Olive View Dr.**  
**Sylmar, CA 91342**  
**(818) 364-3317**

**\*Subject to closure without prior notice\***

*Only the most qualified individuals will be scheduled for interviews*

**This is not an official examination bulletin**